



Governor's Honors Program Student Handbook

June 21 – July 18, 2015

The Governor's Honors Program does not discriminate on the basis of race, color, national origin, sex, disability, or age in its programs and activities and provides equal access to the Boy Scouts and other designated youth groups. The following person has been designated to handle inquiries regarding grievances and the non-discrimination policies: Cayanna Good, Director of Innovative Programs/
cgood@georgia.gov and/or 404-450-6799.

**Governor’s Honors Program
Student Handbook**

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Governor's Honors Program Student Handbook

Introduction

Congratulations on being selected to attend the Governor's Honors Program (GHP)! GHP offers students the opportunity to learn and share experiences with other gifted and talented Georgia high school students in a unique environment.

Students who attend GHP must not only consider themselves as honor students, but as representatives of their schools, communities, and state.

Student/family acceptance of this invitation indicates acknowledgement of, and agreement to maintain, certain behaviors and responsibilities that are required of every participant.

- Integrity and respect for others must govern student behavior and performance in the program at all times.
 - Students are expected to fully participate in all aspects of the program. These include, but are not limited to, major and elective areas of study and non-instructional activities.
 - Students are expected to abide by all rules, regulations, and expectations as set forth and interpreted by the Governor's Office of Student Achievement (GOSA).
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Instructional Program

GHP is a four-week, summer residential program designed to provide intellectually gifted and artistically talented high school students challenging and enriching educational opportunities not usually available during the regular school year. Therefore, **all** students are required to fully engage and actively participate in **all** GHP instructional activities.

The subject areas in which students were nominated and selected are their major areas of study. Students will spend four hours daily, Monday through Saturday, in their major areas of study. Information for selecting elective classes will be provided the first week of GHP. Elective classes will be held for two hours daily, Monday through Friday. Students will have opportunities to participate in daily offerings of seminars, activities, and performances after major and elective class time each day.

GHP uses films sparingly in its academic program. Occasionally those films that faculty members consider to have excellent instructional value are R-rated. All R-rated offerings have gone through a deliberate screening process in which the film's educational value is articulated and GHP administrators carefully considers the cause of its R rating. Examples of films shown in the past are *Schindler's List*, *Saving Private Ryan*, and *Amistad*. If you **DO NOT** wish for your child to view these films, please indicate by emailing Mr. Ricky Parmer at rparmer@georgia.gov. Students will not be penalized for not viewing R-rated films and will be given an alternate assignment.

Students may **NOT** sign up for online courses during the summer, as participation in GHP requires a full time commitment to the program.

Daily Schedule

(Schedule may vary. Times are approximate.)

Supervised fitness activities (optional)	6:30 AM – 8:00 AM
Breakfast	7:00 AM – 8:30 AM
Major Session I*	8:30 AM – 10:00 AM
Major Session II	10:15 AM – 11:30 AM
Major Session III	11:45 AM – 1:00 PM
Lunch	1:00 PM – 2:15 PM
Electives**	2:30 PM – 4:30 PM
Dinner	5:00 PM – 7:00 PM
Mixed Session I***	7:00 PM – 8:30 PM
Mixed Session II*** ¹	8:30 PM – 10:15 PM
Hall check	10:30 PM
In room	11:00 PM
Lights out	11:30 PM

¹ *Major Sessions occur Monday thru Saturday

**Electives occur Monday thru Friday

***Mixed Sessions include rehearsals, electives, fitness, research, intramurals, performances, guest speakers, and organized social activities

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Living on Campus

Dormitories and Instructional Rooms

All GHP participants are expected to be respectful in the use of all dormitories, classrooms, laboratories, facilities and materials provided during the program. Students/families will be required to pay for repairs and/or replacement, due to damage beyond normal wear, of any property for which students are responsible.

Dormitories are assigned to create same-gender living spaces. Students are only allowed in approved and supervised areas of the lobby in opposite gender dormitory areas. All students will be under the general supervision of resident assistants (RAs) while in their respective dormitories. Students must respect the authority of the resident assistants at all times.

Each dormitory room shall be kept neat and clean at all times. Students are required to leave their rooms in good order each morning before class. All rooms and their contents are subject to inspection by GHP residential life personnel and administrators at any time.

Additional restrictions/responsibilities:

- Tacks, stickers, or tape are **not** allowed on the walls or moldings.
- No food or drink will be allowed that may contribute to unclean or unhealthy conditions. However, small amounts of food may be kept in closed containers in dorm rooms. Small dormitory refrigerators **are** allowed, if desired.
- Cooking is **not** permitted in the dormitory rooms. No microwaves, hot plates, or coffee makers will be allowed. Microwaves are available on each hall in a common area.
- Furnishings may not be removed from any room or from the lobbies.
- No pets may be housed on campus.
- Radios, stereos, televisions and other sound emitting devices must be kept at volumes that do not disturb persons outside of their rooms.
- Each student must pay a \$20.00 deposit for a room key on registration day. The deposit will be returned when the key is returned at the end of GHP. The deposit will be forfeited if the room key is lost or stolen.

Room and Roommate Assignments

All roommates are assigned by the program. Students may be asked to complete an online roommate survey to identify characteristics for an ideal roommate pairing. Every effort will be made to ensure that students are paired with students from different majors and geographic areas of Georgia. Special requests for specific rooms or roommates will not be considered. GHP expects students to exhibit the intellectual and social mindset required to accept the diversity that makes up the GHP community.

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Special Accommodations

The Governor's Honors Program accommodates all students as required by law. Students who require special accommodations for living and learning on the VSU campus because of health related or other special circumstances must notify the GHP office immediately. Please contact Ricky Parmer (rparmer@georgia.gov) for questions or concerns.

Cell Phones

The Governor's Honors Program seeks to promote community among its members. This means fostering an environment with limited distractions. Cell phones can impede the fundamental goals of the Governor's Honors Program experience. Cell phones may not be used during instructional time or at extracurricular special events such as concerts and lecture seminars. Inappropriate use of cell phones may lead to their confiscation. Students may keep their cell phone with them during non-instructional time; however, it is to be used in a manner that is respectful of the environment and/or fellow students. Instructors may occasionally request the use of smart phones in class for instructional purposes and will notify GHP Administrative Staff in advance of such request. Students must register their cell phone numbers with the RA staff upon check in/arrival.

What to Bring

Students should bring the following items:

- Blanket/comforter
- Two sets of long-length twin sheets
- Pillow(s)
- Pillowcases
- Towels
- Washcloths
- Laundry bag
- Laundry detergent and supplies
- Personal Watch
- Desk lamp
- Clothes hangers
- Trashcan
- Shower shoes
- Toiletries

Students *may* also bring these personal items:

- Radio/music player
- Alarm clock
- Extension cord
- Power strip
- Hair dryer
- Shower caddy
- Laundry detergent
- Personal computer/TV/Videogame consoles
- Personal sports or musical equipment
- Camera
- Umbrella
- Small refrigerator (5.0 cubic feet or less)

Dress and Grooming

Students should dress in a manner that is modest and neat. The program does not allow clothing with obscene pictures or symbols; the depiction of illegal drugs, alcoholic beverages, tobacco, or contraband; or inflammatory, provocative, lewd, profane or suggestive language. Students may not wear clothing of a revealing nature to any program or facility. GHP is an academic program, and therefore students should dress the way they would normally dress for school. Failure to dress appropriately will lead to disciplinary actions.

Students need to bring casual clothes, ordinary school-appropriate dress, and dress clothes for special events such as concerts or plays or for attending off campus worship. All students are expected to dress appropriately for **all** concerts. Professional dress is suggested (e.g. shirt, tie, slacks and appropriate shoes for boys, dress, skirt or slacks, blouse and appropriate shoes for girls). Bear in mind that temperatures outside are usually hot; however, academic, residential, and performance spaces are often heavily air conditioned. Therefore students should consider clothes that will allow layering for various temperatures. Rain gear, tennis/walking shoes, a bathrobe, and bedroom shoes are highly recommended.

Attention to personal hygiene (personal neatness and good grooming) is expected of all students. Failure to meet expectations for personal hygiene will be addressed quickly and in a confidential manner.

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Campus Services Available to GHP Students

Post Office

Students will be assigned a mail box in the campus post office and receive their mail box addresses at check in on opening day. All mail, including express/overnight packages will be delivered/received via VSU Campus Mail Monday through Friday **ONLY**. There is no weekend mail service.

Library

Students are encouraged and welcomed to use all library services during their stay at the University. All students will attend an introductory program on using the library catalog, electronic indexes, databases and other basic research information specific to the VSU library.

Students must present their GHP identification cards to check out library materials. All overdue fines and/or replacement costs for lost or damaged materials are the student's responsibility.

Computers & Internet Access

GHP and VSU provide computers and internet access to GHP students for educational use. Students must act in a responsible, ethical, and legal manner in order to access these services. All students will be required to sign a form that indicates agreement to abide by the rules and regulations of computer/internet use while on the VSU campus. Computers with internet access are available in the University Library and select computer labs administered by GHP. VSU will provide wireless internet access for students who wish to bring their personal computers.

Meals & Snacks

All meals in the Palms dining hall are provided at no cost to GHP students. Vegetarian dishes are offered at all meals and every effort will be made to accommodate special dietary needs. Please refer these requests to the "Additional Health Information" section at the end of the Final Acceptance Parent/Guardian Permission Form.

Visiting family members and other guests must pay for meals while on campus, including the Palms dining hall.

In addition to the Palms dining facility, retail food vendors are available on campus for meals. Everyone must pay for any and all food at the retail food vendors.

Various drink and snack machines are located on campus and may be accessed at student expense.

College Bookstore

The college bookstore is open during regularly scheduled business hours and accepts VSU1 cards, as well as major credit and debit cards.

Laundry

Commercial washing machines and dryers are available on campus. Laundry machine fees, detergent, and other laundry supplies are the student's responsibility. Machines **only** accept VSU1cards.

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Student Health Center

The campus has a health service center, which is available for GHP students for non-emergency consultation and treatment during normal business hours. Should a student require medical attention when the Student Health Center is closed, or in the case of an emergency, he/she will be transported by a program administrator to the local emergency room or a convenient care facility. Ambulance service is also available in extreme circumstances. Students who do not feel well and cannot attend class must notify a GHP faculty or staff member as quickly as possible. The program provides, free of charge, treatment of minor injuries or illnesses by the campus health services; all other expenses, such as prescriptions, hospital visits, ambulance services, and off-campus medical consultations will be the responsibility of the parent/guardian of the student. A program administrator will promptly report serious illnesses or emergencies to parents/guardians of the student.

GHP does not have the resources to provide care for students requiring intensive physical or psychological treatment, or those having infectious diseases. It is GHP's policy to have these students treated by the local hospital until a full recovery can be certified by the hospital's treating physician. If a student leaves campus for health reasons and remains away for three days, he or she will not be allowed to return to GHP, as he or she would have missed a significant portion of instruction.

Parents must notify GHP program staff of all student health conditions. All medications must be checked in with the VSU Health Center (with the exception of authorized inhalers, epi-pens, and insulin) and students will be required to receive their medicine according to the directions on the prescription and GHP Health Form. Students must report to the Student Health Center and the Dean of Student Life before making off campus medical appointments, including dental and vision visits. Non-emergency, off campus medical appointments must be scheduled for visits during non-instructional hours.

Finances

GHP operates at no cost to the students; however, students normally bring discretionary spending money, depending upon their personal preferences/needs. It is reasonable to assume that students will spend between \$100.00 and \$250.00 during the program. Parents may also choose to load money on the student's VSU1 card. Program t-shirts are usually purchased by most students during program and will require cash payment.

Students are advised **not** to keep large amounts of money in their room, backpacks or gym bags. The college does not provide banking services; however, students may cash personal checks at the University Bursary.

- Two-party checks will be accepted (i.e., Valdosta State University Bursary cashiers will honor a check from a parent that is in the student's name); however, *it is recommended that checks be made out to Valdosta State University*. Checks may be made out to CASH; but is **not** recommended.
- There is a \$50.00 check limit amount per student per day.
- The GHP office will provide VSU Bursary cashiers a list of GHP students. GHP students must provide the cashiers their GHP ID (VSU1Card) before checks will be cashed.
- The VSU Bursary is open Monday – Thursday 8:00 AM-5:00 PM, and Friday 8:00 AM-2:00 PM.
- Students will have limited access to a Bank of America ATM. Information about loading money to the VSU1 card will be given to parents prior to registration day.

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Safety and Leaving Campus

Emergency Contact

Telephone numbers to be used in case of emergency will be provided to parents and students on opening day.

Identification Cards

A personal photo identification card (VSU1Card) will be issued to students upon their arrival. The VSU1Card must be worn at all times to allow university personnel and the GHP faculty and staff to easily identify students as GHP participants. Student name and photograph must remain visible at all times.

The VSU1Card provides access to the residence halls and to the dining facility; therefore students will not be able to enter these areas without it. The ID card also functions as a debit card for vending and laundry machines as well as at on-campus vendors and the campus bookstore. **Deposits made to the VSU1 card are non-refundable at the end of the program.** If an ID card is lost, the student will have to replace it at the VSU1Card Office for a fee of \$15.00.

Leaving the VSU Campus

Students are expected to represent GHP well at all times, even when off campus, and follow GHP rules/guidelines for acceptable behavior and dress.

Students are required to remain on campus for the entire program. However, students may leave campus on a limited basis only with a parent, guardian, or approved adult (21 years of age or older) specified by name on the *Day Permission Form*. An approved visitation may **ONLY** be arranged by **the student's parent or guardian completing, signing and submitting the GHP Day Permission Form** to the Dean of Student Life. Students should present this form at GHP registration. However, if this is not possible, the signed form may be mailed, faxed, or scanned/mailed directly to the Dean of Student Life, Valdosta State University, 1500 N. Patterson St., Valdosta, GA 31698. Permission forms must reach the Dean of Student Life no later than two days prior to the requested visitation. **Telephone and email requests will not be accepted.** Requests are subject to verification by the Dean of Student Life with the parent or legal guardian. Visitors taking students off campus must present a valid driver's license or photo ID that matches the name on the Day Permission Form *exactly*.

Students must sign out of their dormitories when leaving the campus for any approved purpose, indicating their destination and expected time of return. Students must sign in with the resident assistant on duty in their dormitories upon return to campus.

Please note: The Fourth of July holiday will not include a "day off" at GHP; classes and normally scheduled activities will be in session as per regular schedule.

Religious Activities

Students who wish to attend religious services off campus must have permission from a parent or guardian via the online Parent/Guardian Permission Form. While the program does not furnish transportation to these activities, many local faith-based organizations offer transportation to and from their places of worship. Students will have the opportunity to sign up for transportation to these activities on a weekly basis. Failure to sign up on time will forfeit the privilege for that week. Students are expected to return to campus in time for lunch.

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Fire Regulations

Fire drills will be held during the program. ALL students must leave their rooms when the alarm sounds, making sure that the shades are raised, lights on, and door closed. Everyone must wear hard-soled shoes when leaving the dormitory during any fire drill. Attendance will be called after everyone has moved to the assigned spaces outside of the dormitory. Do not reenter the building until the all-clear signal is given. An RA will provide detailed training for each hall during the first week of the program.

GHP and VSU staff will conduct additional severe weather and emergency drills.

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Visitors/Guests

During Instructional Hours

Visitors to the program who want to observe instructional activities must register in the GHP administrative office located in Langdale Hall. The instructional staff members are responsible for ensuring that visitors to their instructional areas have been registered.

During Evening Events

Visitors are invited to attend any instructional related evening activities that occur during the program, such as concerts, shows, open houses, and culminating events. ***Visitors may not participate in the Saturday night dances, seminars, or other social events held for the GHP student community.***

During Non-instructional Hours

Non-adult guests (friends) are invited to visit on weekends during non-instructional hours. Students may have on campus visitors Saturdays from 1:00 PM – 10:00 PM and Sundays from 9:00 AM - 10:00 PM. Visitors must be **off campus** by 10:00 PM. Guests may be in the dormitory lobbies, recreation areas, student lounges, and other common areas of the campus. Students are not allowed to be with visitors in vehicles, dormitory rooms, classrooms, or in any other non-supervised rooms. With the exception of program opening and closing days, parents may not go onto dormitory halls. Students may ride with their parents, guardians, or other specified drivers in their vehicles when they visit, but only after they have signed out at the dormitory desk.

- Guests may **not** visit students at times and under conditions that would be disruptive.
- Guests **cannot** stay overnight in the dormitories. They must be off campus by 10:00 p.m.
- Students may not leave campus for overnight trips.
- Guests are requested to limit the frequency of their visits.

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Behavioral Expectations

General Rules of Georgia's Governor's Honors Program

Integrity and respect for others must govern student behavior and performance in the program at all times. GHP students are expected to fully participate in all aspects of the program. Students are expected to abide by all rules, regulations, and expectations as set forth and interpreted by the Governor's Office of Student Achievement (GOSA).

Students are not excused from instructional time at GHP with the exception of diagnosed illness or family emergency. Students may leave campus on a limited basis only with a parent, guardian, or approved adult (21 years of age or older) specified by name on the Day Permission Form and are not allowed to leave campus overnight during the program.

All GHP students and personnel must wear their Valdosta State University (VSU1) ID cards at all times. These ID cards not only identify students as GHP participants and authorize their presence on the VSU campus, but also provide admittance to all special events and to the Palms Dining Hall.

Students should dress appropriately at all times. Swimwear or other inappropriate apparel should not be worn in classes or rehearsals. Shoes must be worn at all times.

Students must refrain from inappropriate sexual conduct, including but not limited to, unseemly public displays of affection.

Students are not permitted to have any type of vehicle on the VSU campus (car, motorcycle, scooter, etc.). Bicycles, skateboards, rollerblades and skates are also prohibited.

Any possession of any firearm, explosive device, or object that is intended to be used as a weapon will result in immediate dismissal.

Any possession or usage of alcoholic beverages, tobacco, illegal drugs, or prescription drugs that are not prescribed to the student will result in an immediate dismissal from the program. This policy will be enforced without exception.

Theft of property will result in an immediate dismissal from the program.

Vandalism of GHP or VSU property will result in an immediate dismissal from the program.

Any form of harassment (physical, sexual, mental, or emotional) of faculty, staff, or fellow students will result in an immediate dismissal from the program.

Failure to disclose a known health condition may result in a health risk to your child and your child's privilege of participation in the program being revoked. All medications must be noted on the GHP Health Form, checked in on registration day, and an appropriate health provider will dispense student medications.

Students who, in the opinion of the GHP administration, pose a safety risk to themselves or others may be asked to leave the program.

Attending GHP is a voluntary privilege for each student and not a right. As such, a student may be expelled without providing advanced notice to the parent(s)/guardian(s) for either a single incident (such as the use or possession of a controlled substance or damage to emergency devices) or for a pattern of misbehavior deemed as sufficient grounds for expulsion by the GOSA/GHP Program Manager. If a student is engaged in any form of illegal behavior, the appropriate legal enforcement authorities will be promptly notified and a police report will be filed.

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Any student who leaves the program early without permission will not receive a certificate of completion.



GOVERNOR'S HONORS PROGRAM LEGAL AGREEMENT

I have read the Governor's Honors Program (GHP) Student Handbook and related information, and consent for the below-named student to participate in the 2015 GHP under these guidelines. As the parent or guardian of this student, I understand that the program is a four-week residential program and that my child is expected to remain in the program for the entire period without interruption. He/she will arrive on the opening day no later than 2:00 PM and will leave no earlier than 11:00 AM on the closing day of the program.

I hereby indemnify and hold harmless the Governor's Honors Program, the Governor's Office of Student Achievement, the State of Georgia, and its employees, officers, directors, agents, assigns, or successors of said parties (hereinafter collectively referred to as "State of Georgia") from all rights, claims, and actions for injuries sustained to the above-named student's person or property while participating in the Governor's Honors Program. Should it become necessary for the State of Georgia, or someone acting on behalf of the State of Georgia, to incur attorney fees and costs to enforce this agreement, or any portion thereof, I agree to indemnify and hold the State of Georgia harmless for such costs and attorney fees. This release shall be governed by the laws of the State of Georgia.

I hereby confer on the employees of the State of Georgia the absolute and irrevocable right and permission with respect to the photographs and/or video recordings that may be taken of my minor child in which he/she may be included with others to copyright the same under either the State of Georgia, or any other name that they may select; to use, re-use, publish and re-publish the same in whole or in part, separately or in conjunction with other photographs, in any medium, and for the purpose of illustration or promotion of the Governor's Honors Program. I hereby release and discharge employees of the State of Georgia from all and any claims and demands ensuing from or in connection with the use of the photographs/videos, including any and all claims for libel and invasion of privacy, insofar as the photographs/videos are used in connection with the State of Georgia. This authorization and release shall inure to the benefit of the legal representatives, licensees and assigns of the State of Georgia as well as the person(s) for whom employees of the State of Georgia made the video recordings or took the photographs.

I have read the foregoing and fully understand the contents hereof. I represent that I am the parent/guardian of the above-named student; I hereby consent to the foregoing on my behalf, and on his/her behalf.

All of the information I have submitted to the Governor's Office of Student Achievement is true and correct to the best of my knowledge.

Date
(MM/DD/YY)

Signature of Parent or Legal Guardian
(REQUIRED)

Notary (REQUIRED)

I, _____, have read the Governor's Honors Program (GHP) Student Handbook and related information, and accept the invitation to participate in the 2015 GHP under the guidelines in these materials. I understand that the program will be a four-week residential program and that I am expected to remain in the program for the entire period without interruption. I will arrive on the opening day no later than 2:00 PM and will leave no earlier than 11:00 AM on the closing day of the program. I give permission for the State of Georgia to release my name and school of attendance to the media.

Date
(MM/DD/YY)

Signature of Student (REQUIRED)